**Borwick Parish Meeting**

**Minutes of AGM held on 4 January 2022** (at the village hall with appropriate social distancing and hygiene measures in place, due to relevant government coronavirus advice)

**Attending:**

David Smith (Chairman); David Scott (Clerk); Joyce Tombs (Treasurer); Lynn Cook; Sue Dowdall, Carol Bentham, Richard Mellor, Zoe Greenwood (ZG), Tom Harvey, Mike Gregory

In attendance: Philippa Williamson (LCC),

**2022/01 Apologies for absence**

Received from Maureen Thomas, Maldwyn Buckland, Dorothy Fell and Steve Thorns

**2022/02 Presentation by Eric Rooney on Borwick and Priest Hutton Community First Responders (CFRs)**

Eric, as Chairman and sole Active Responder of BPHCFR, brought the meeting up to date regarding the history and purpose of our local CFRs. Operated under the auspices of NWAS who were one of first in the country to set up CFRs. Purpose to reduce response times to people in need of urgent medical attention eg action within 8 minutes of a heart attack is critical. Our group acts with those of Burton and Holme to provide coverage across our villages. Two BPH CFRs have left the area meaning Eric is the only remaining one. So-called Passive Members include the Trustees and other members. These people help administer the charity and have raised money for equipment needed to supply, maintain and replace the medical kit used by the CFRs and also the Public Access Defibrillators that they sourced for the 2 villages.

Volunteers are needed as both active and passive responders (ie Responders and Trustees). Anyone interested please contact Eric Rooney on rooney.ic24@btinternet.com

**2022/03 Minutes of the last meeting**

The minutes of the last meeting held on 5 October 2021 had been circulated with this meeting’s agenda and were approved as a true record of that meeting and signed by the Chairman.

**2022/04 Matters arising from the minutes of the previous meeting**

The Chairman reported that the worn/muddy canal tow path under bridge 136 has now been filled in by the Canal Trust who have also cut back overgrown trees. Also that on 18 November a meeting had been held regarding the village green (see later).

**2022/05 Chairman’s Report**

Dave Smith (DS) presented his report.

The plastic box on the Green had deteriorated so DS has moved its contents (books) into the phone box on the Green. He has also tidied up the stones and cobbles on the edge of the Green.

There have been reports of local burglaries including at Capernwray. Doors have been kicked in. Villagers reminded to be vigilant.

**2022/06 Clerk’s report**

Dave Scott (DAS) presented his report.

On various occasions the road over the canal bridge had been closed without prior warning causing inconvenience to villagers. Lancaster City Council had given the relevant permissions to close the road including to BT Openreach. DAS is to find out who at LCC is giving the permission and will ask if notice can be given to the Parish in the future.

Progress regarding an application for retrospective planning permission which had been applied for by the animal haulage depot (Thompson’s) was reported on. Numerous objections have been made and those attending pointed out that transport vehicles are hazardous being too large for the local lanes and that they do not always follow the prescribed route to the A6 that they are meant to take. As this affects both the Highways and the Planning departments Philippa Williamson kindly agreed to follow the matter up.

DAS mentioned that traffic speed indicator lights might be useful (but that they cost around £1,000 each).

**2022/07 Treasurer’s Report and Financial Matters**

Joyce Tombs (JT) presented her report covering the following:

1 Financial Position

There has been no income or expenditure since the last meeting and so the accounts to 31 December 2021 are the same as those presented to the last meeting. That is a current bank balance of £1,432 which should reduce to £!,145 by 31 March 2021 after a year where the Parish Meeting will have effectively broken even.

2 Budget 2022/23

Proposals for the coming year’s budget were discussed in order to determine the amount of Precept to be requested from the City Council (request due for submission to LCC by 1 Feb 2022).

A schedule was presented showing the actual receipts and payments to 31 December 2021, the likely position for the year ending 31 March 2022 and a first draft budget for the coming year from 1 April 2022 to 31 March 2023.

Following discussion, it was agreed that:

1. The general expenses and donations would remain in line with previous years including a £100 donation to the Air Ambulance.
2. A £1,000 payment for the benefit of the village hall would be approved. JT explained that this had been requested by Ken Dunn / the Hall Committee and would form part of a “Contributing Third Party” payment necessary to secure a £30k grant from the Lancashire Environmental Fund for the replacement of the Village Hall roof. Our £1k would be matched by £1k from Priest Hutton Parish Meeting and £1,300 from the Village Lottery fund to provide the £3,300 CTP needed.
3. The management of the village green and grass cutting more generally were discussed as noted below but for financial planning purposes it was agreed that the £100 provided in the draft budget was adequate at this time.
4. The budget expenditure be accepted as drafted.
5. Annual Precept - JT explained the likely effect on reserves/cash at bank if the Precept remained at its historical level of £1,000 ie that they would be reduced to just over £500 by March 2023. Options for increasing the Precept were discussed but the meeting agreed that their preference was **not** to increase it. The reduction in reserves should be temporary if, having given £1,000 for the benefit of the Hall in 2022/23, no donation is given the following year.

A vote to approve the budget with a Precept of £1,000, a proposed deficit of £587 and resultant reserves of £558 was proposed by Dave Smith, seconded by Lynn Cook and unanimously approved.

**Discussion regarding the Village Green** – As part of the above finance discussion, the question of to what extent the village green should be managed / rewilded / cut, etc., was debated. Following concerns expressed at the last meeting about the Green being unsightly when left uncut throughout the summer of 2021 DAS explained that a site visit had taken place on 18 November 2021 as per the notes attached to these minutes. Additional information was also provided by him re the potential cost of having the Green cut other than by the council. Figures quoted were around £770 a year for fortnightly cuts during 32 weeks of the year.

After discussion it was agreed that Erica Sarney (expert on biodiversity and community project leader) would be invited to return to site in late May / early June to advise. A possible way forward was a cut in June / July followed by a final cut at the end of the growing season (September) which would be financed by LCC. The verges are meant to be cut by the Council in any event. Concerns were expressed over the ragwort which flourished last year with ZG adding that it is illegal to leave it to seed on farmland.

**2021/07 Poors Land Charity**

Accounts for the year ended 31 March 2021 were presented to the meeting by the Treasurer. One grant had been paid during the year ended 31 March 2021 following an appeal for those in hardship as a result of the coronavirus pandemic to come forward. At 31 March 2021 funds/reserves stood at £2,185. It was agreed to maintain the annual rental charge at £275.

Appointment of Trustees - The clerk explained that normally the Trustees would be 2 officers of the Parish Meeting plus another villager. Currently David Scott and Bryan Fell are Trustees and it was proposed and agreed that Dave Smith be appointed to fill the vacancy. Bryan Fell confirmed that he was prepared to continue as Trustee but that he was no longer in a position to undertake physical work on the land. The meeting expressed its gratitude for the work Bryan has undertaken over many years including planting trees, strimming round the trees in the summer, draining and reclaiming part of the land, etc.

It was mentioned that the district council is offering trees for planting and DS said he would investigate their availability. The nature and tenancy of the land was queried and discussed, and DAS offered to email a photograph of the land to interested attendees.

It was suggested that the existence of the Charity and its purpose be publicised in the Village newsletter but it was pointed out that under the Charity’s constitution assistance was only available to residents of Borwick.

**2021/08 Election of officers**

There being no other nominations, the current Chairman, Clerk and Treasurer were unanimously re-elected to hold office until the end of the next AGM and were thanked for so-doing.

**2021/09 AOB –** the following were discussed

1. A query had been received by the Clerk about the use of land opposite Borwick railway station. It was thought that this was agricultural / growing /allotment use which is permissible. The ownership was not known.
2. A further query /concern had been expressed about the risk of high speed vehicles using the lane from the canal bridge now that it has been tarmacked and the resultant risk to children/cyclists/ lane users. The Meeting was told that a “Change of Use Application” had been submitted to stop vehicles using the track (which is a bridleway) for any purpose other than access.

**2021/10 Date of next meeting**

This was set as Tuesday 5 October 2021 – location to be advised in due course.

There being no further business the meeting was closed by the Chairman.

Approved by the Parish Meeting and signed on its behalf by

Dave Smith

Date ……7 June 2022………………………….